

10 April 2026



24-26 Richmond St
Nyabing WA 6341
Ph: (08) 9829 1051
Fax: (08) 9829 1083

Email: admin@kent.wa.gov.au
Website: www.kent.wa.gov.au

Dear President and Councillors,

NOTICE PAPER AND AGENDA – ORDINARY COUNCIL MEETING – 15 APRIL 2026

Please be advised that an Ordinary meeting of the Council of the Shire of Kent is to be held on

**Wednesday 15 April 2026
in the Council Chambers,
Nyabing**

| | |
|--------------------------------------|--------|
| Briefing Session to commence | 4:30pm |
| Ordinary Council Meeting to commence | 6:00pm |

Open Council Meetings – Procedures

1. All Council meetings are open to the public, except for matters raised by Council under “confidential items”.
2. Members of the public may ask a question at an Ordinary Council Meeting under “public question time”.
3. Members of the public who are unfamiliar with meeting procedures are invited to seek advice at the meeting. If unsure about proceedings, just raise your hand when the presiding member announces public question time.
4. All other arrangements are in accordance with the Council’s standing orders, policies and decisions of the Shire.

Yours faithfully,

**CHRISTIE SMITH
CHIEF EXECUTIVE OFFICER**

Disclaimer

Members of the Public are advised that the recommendations to Council contained within this agenda and decisions arising from the Council Meeting can be subject to alteration. Applicants and other interested parties should refrain from taking any action until such time as written advice is received confirming Council’s decision with respect to any particular issue.



AGENDA

ORDINARY COUNCIL MEETING

**Council Chambers
24-26 Richmond Street Nyabing**

Wednesday 15 April 2026

Commencement: 6:00pm

AGENDA

15 April 2026

| | | |
|------------|--|-----------|
| 1. | DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS | 2 |
| 2. | ATTENDANCE / APOLOGIES / APPROVED LEAVE OF ABSENCE | 2 |
| 3. | DISCLOSURES OF INTEREST | 2 |
| 4. | PUBLIC QUESTION TIME | 2 |
| 5. | APPLICATIONS FOR LEAVE OF ABSENCE | 2 |
| 6. | CONFIRMATION AND RECEIVING OF MINUTES / BUSINESS ARISING | 3 |
| 6.1 | Ordinary Council Meeting – 18 March 2026 | 3 |
| 6.2 | Outstanding Council Resolutions April 2026 | 3 |
| 7. | ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION | 3 |
| 8. | PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS | 3 |
| 9. | REPORTS – OFFICE OF THE CEO | 4 |
| 9.1 | 2026 Local Government CEO and Elected Council Member Determination..... | 4 |
| 9.2 | WALGA Climate Change Policy Statement – Council Feedback..... | 8 |
| 10. | REPORTS – CORPORATE SERVICES | 11 |
| 10.1 | Audit, Risk and Improvement Committee | 11 |
| 10.2 | Monthly Financial Report to 31 March 2026 | 15 |
| 10.3 | Schedule of Accounts Paid to 31 March 2026..... | 17 |
| 11. | REPORTS – INFRASTRUCTURE SERVICES..... | 19 |
| 11.1 | 10- Year Capital Roadworks Program | 19 |
| 12. | REPORTS – REGULATORY SERVICES..... | 21 |
| 13. | ELECTED MEMBERS’ MOTION OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN | 21 |
| 14. | NEW BUSINESS OF AN URGENT NATURE AGREED TO BY A RESOLUTION OF COUNCIL | 21 |
| 15. | MATTERS BEHIND CLOSED DOORS | 21 |
| 15.1 | Debtor Write-off Request | 21 |
| 16. | MEETING CLOSED | 21 |

1. DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS**2. ATTENDANCE / APOLOGIES / APPROVED LEAVE OF ABSENCE****3. DISCLOSURES OF INTEREST****Section 5.65 and 5.70 of the *Local Government Act 1995***

Elected Member or officer, who has an interest in any matter for discussion and attends a Committee/Council Meeting, must disclose the nature of the interest in a written notice give to the Chief Executive Officer before the meeting, or at the meeting prior to discussion on the matter.

An Elected Member who makes a disclosure under section 5.65 or 5.70 must not preside at the part of the meeting relating to the matter; or participate in; or be present during, any discussion or decision-making procedure relating to the matter, unless allowed by the Committee/Council. If the Committee/Council allow an Elected Member to speak, the extent of that interest must be stated.

- Declaration of Financial Interests:
- Declaration of Proximity Interests:

Clause 22 – Code of Conduct for Council Members, Committee Members and Candidates

A Council Member who has an interest in any matter to be discussed at a council or committee meeting attended by the council member must disclose the nature of the interest in a written notice given to the CEO before the meeting or at the meeting immediately before the item is discussed.

An interest for the purposes of the Code of Conduct means an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person having the interest and includes an interest arising from kinship, friendship or membership of an association.

- Declaration of Impartiality Interests

4. PUBLIC QUESTION TIME**5. APPLICATIONS FOR LEAVE OF ABSENCE**

6. CONFIRMATION AND RECEIVING OF MINUTES / BUSINESS ARISING**6.1 Ordinary Council Meeting – 18 March 2026****OFFICER RECOMMENDATION**

That the minutes of the Ordinary Council Meeting of the Shire of Kent held in the Nyabing Council Chambers on Wednesday 18 March 2026 be confirmed as a true and accurate record of the meeting.

6.2 Outstanding Council Resolutions April 2026

The Outstanding Council Resolutions Register for April 2026 is provided as **Attachment 6.2** for information.

7. ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION**8. PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS**

9. REPORTS – OFFICE OF THE CEO

9.1 2026 Local Government CEO and Elected Council Member Determination

| | |
|-----------------------------|---|
| Author: | Christie Smith, Chief Executive Officer |
| Location: | N/A |
| File No: | GOV.129 / FIN.305 |
| Voting Requirements: | Absolute Majority - 4 Elected Members required to vote in favour |
| Attachments: | 9.1 Attachment 1 – 2026 Local Government CEO and Elected Council Member Determination |

OFFICER RECOMMENDATION

That Council consider and adopt salaries and allowances for Elected Members, Independent Committee Members (committee meetings only) and Independent Audit Risk and Improvement Committee (ARIC) Members.

Purpose

To Council to adopt a position on the payment of fees, allowances and reimbursements of expenses to apply from 1 July 2026.

Background

On the 2 April 2026 the Salaries and Allowances Tribunal reviewed and determined the fees to elected council members for attendance at meetings; reimbursements to elected members and allowances to elected members.

In the determination, the Tribunal has determined a general economic increase of 3.5% for local government CEO's and Elected Council Members.

The Shire of Kent is included in Band 4.

The following are the new amounts that will apply from 1 July 2026:

| CEO Total Reward Package (TRP) | Minimum | Maximum |
|--------------------------------|-----------|-----------|
| Band 4 | \$168,758 | \$258,762 |

| CEO Regional/Isolation Allowance | Minimum | Maximum |
|----------------------------------|---------|----------|
| Shire of Kent | \$0 | \$20,000 |

Attendance **per Council meeting:** (section 5.98(1) LGA):

| POSITION | Minimum | Maximum |
|-----------------|---------|---------|
| Shire President | \$109 | \$570 |
| Elected Member | \$109 | \$280 |

Attendance **per Committee meetings,** including the following: (section 5.98(2A)(b) LGA):

| POSITION | Minimum | Maximum |
|------------------------------|----------------|----------------|
| Shire President | \$57 | \$140 |
| Elected Member | \$57 | \$140 |
| Independent Committee Member | \$0 | \$466 |

Attendance **per meeting Independent Audit, Risk and Improvement Committee (ARIC) members**, including the following: (section 5.100(2)(b) LGA):

(whether Presiding Member, Deputy Presiding Member, Deputy Member or Member)

| POSITION | Minimum | Maximum |
|-----------------------------------|----------------|----------------|
| Independent ARIC Committee Member | \$110 | \$1,215 |

Council can elect (by absolute majority) that instead of paying elected members attendance fees per each council and committee (or other prescribed) meetings attended to pay an annual fee to all elected members who attend council, committee or other prescribed meetings.

Annual Fee:

| POSITION | Minimum | Maximum |
|-----------------|----------------|----------------|
| Shire President | \$4,161 | \$22,646 |
| Elected Member | \$4,161 | \$11,023 |

Under section 5.98 of the *Local Government Act 1995* in addition to sitting fees the following annual allowances apply:

| POSITION | Minimum | Maximum |
|--------------------------|----------------|----------------|
| Shire President | \$596 | \$23,257 |
| Deputy Shire President** | \$149 | \$5,814 |

***25% of president allowance*

Expenses for reimbursement

Rental charges for 1 telephone and 1 x facsimile

Childcare costs \$35 per hour or lesser

Elected members can receive reimbursement in full for the above properly incurred out of pocket expenses or by annual allowance of a minimum \$500 and maximum \$3,500.

Travel costs as per *Local Government Officers' (WA) Award 2021* are as follows:

| Area and Details | Over 2600cc | 1600cc to 2600cc | 1600cc and under |
|--------------------------|-----------------|------------------|------------------|
| Metropolitan area | 93.97 c/per km | 67.72 c/per km | 55.85 c/per km |
| South West Land Division | 95.54 c/per km | 68.66 c/per km | 56.69 c/per km |
| North of 23.5 Latitude | 103.52 c/per km | 74.12 c/per km | 61.21 c/per km |
| Rest of the state | 99.01 c/per km | 70.87 c/per km | 58.37 c/per km |

**Motorcycle are at 32.55 c per km*

***For elected council members with Electric Vehicles, the 1600cc Motor Vehicle Allowance rate should be applied.*

Comment

As per the above, there has been no amendments to the expenses for reimbursements or travel costs as per *Local Government Officers' (WA) Award 2021*, these remain the same as 2025.

Current fees for elected members, adopted at the Ordinary Meeting of Council held 16 April 2025, are as follows:

| MEMBER TYPE | PAYMENT TYPE | FREQUENCY | PAYMENT AMOUNT |
|------------------------------|----------------------------|-----------------------|--|
| Shire President | Sitting Fee | Annual | \$21,880 |
| Elected Member | Sitting Fee | Annual | \$10,650 |
| Shire President | Allowance | Annual | \$22,470 |
| Deputy Shire President | Allowance | Annual | \$5,618 |
| All Elected Members | Expenses for Reimbursement | Annual | \$1,000 |
| All Elected Members | Travel | Per Km | As per <i>Local Government Officers' (WA) Award 2021</i> |
| Independent Committee Member | Sitting Fee | Per committee meeting | \$130 |

Statutory Implications

Local Government Act 1995 Section 5.98(1)

Salaries and Allowances Act 1975 Section 7B(2)

Policy Implications

There are no policy implications applicable to this report.

Financial Implications

To be included in 2026/2027 budget considerations.

Strategic Implications

Community Strategic Plan 2023-2033

Civic Leadership Objective – Proactive and well governed Shire

Risk Implications

Nil

9.2 WALGA Climate Change Policy Statement – Council Feedback

| | |
|-----------------------------|--|
| Author: | Christie Smith, Chief Executive Officer |
| Location: | N/A |
| File No: | GOV.481 |
| Voting Requirements: | Simple Majority - More than half of Elected Members present required to vote in favour |
| Attachments: | 9.2 Attachment 1 – 2026 Climate Change Advocacy Position Consultation Paper |

OFFICER RECOMMENDATION

That Council:

1. **Endorses the following feedback to WALGA regarding the revised Climate Change Policy Statement:**
 - (a) **Council supports WALGA’s call for increased State and Federal Government leadership, coordination and action in relation to climate change.**
 - (b) **Council strongly advocates that any climate change responsibilities placed on Local Government must be accompanied by 100% funding from State and/or Federal Governments, ensuring no financial burden is transferred to Local Governments or their ratepayers.**
 - (c) **Funding provided must cover all associated costs, including planning, investigations, consultant reports, project management, implementation and ongoing operational requirements.**
 - (d) **Clear guidance is required from State and Federal Governments regarding roles, responsibilities, compliance expectations and delivery frameworks for climate-related initiatives.**
 - (e) **Current grant-based funding models are insufficient and unsuitable for small rural Local Governments, and should be replaced or supplemented with direct, accessible and fully funded programs.**
 - (f) **Council notes that without full financial support, additional climate change responsibilities are not sustainable for small rural Local Governments with limited staffing and financial capacity.**
2. **Authorises the Chief Executive Officer to submit this feedback to WALGA.**

Purpose

To seek Council endorsement of feedback to the Western Australian Local Government Association (WALGA) regarding the revised Climate Change Policy Statement, specifically in relation to the need for dedicated funding, guidance and support for emissions reduction and climate adaptation actions.

Background

Recent amendments to the *Local Government Act 1995* have expanded the general function of Local Governments to include planning for, and mitigating, risks associated with climate change.

WALGA has subsequently revised its Climate Change Policy Statement, which includes:

1. Acknowledgement of climate change risks and a commitment to addressing them; and
2. Advocacy for Australian and Western Australian Governments to provide leadership, coordination, funding, guidance and support to Local Governments.

WALGA is seeking Council-endorsed feedback, particularly regarding the need for dedicated funding and support mechanisms to enable Local Governments to undertake emissions reduction and climate adaptation initiatives.

Comment

Council recognises that climate change is an emerging policy area and acknowledges the expectation that Local Governments will play a role in planning and mitigation. However, Council strongly emphasises that any expansion of Local Government responsibilities must be accompanied by appropriate and sustainable resourcing.

Council's position is as follows:

Cost Responsibility:

The financial burden associated with emissions reduction and climate adaptation initiatives should not fall on Local Governments or their ratepayers. These initiatives are driven by State and Federal policy positions and therefore should be fully funded by those levels of government.

Resourcing Constraints:

Small rural Local Governments already operate with limited staffing and financial capacity. The introduction of additional responsibilities without full resourcing places further strain on already stretched organisations.

Funding Certainty and Coverage:

Where Local Governments are expected to undertake climate-related actions, funding must be:

- Fully costed and guaranteed (100% funding);
- Inclusive of all associated costs, including:
 - Feasibility studies and technical investigations
 - Consultant reports required for grant applications
 - Project management and delivery costs
 - Ongoing operational and maintenance expenses

Clarity of Roles and Responsibilities:

There is currently a lack of clarity regarding:

- Which level of government is responsible for leading climate initiatives
- The scope of Local Government obligations
- Expectations around compliance and reporting

Clear governance frameworks and practical guidance must be provided before Local Governments can reasonably be expected to deliver outcomes in this space.

Grant Funding Limitations:

Current grant-based funding models are often complex, competitive and resource-intensive, requiring significant upfront investment in applications with no guarantee of success. This model is not suitable for small rural Local Governments without dedicated funding support.

In summary, Council supports WALGA's advocacy for greater State and Federal Government leadership and assistance, but strongly reinforces that participation by Local Governments is contingent on full financial support, clear direction and practical implementation frameworks.

Statutory Implications

Section 3.1 of the *Local Government Act 1995* outlines the general function of a Local Government, which now includes planning for and mitigating risks associated with climate change.

Policy Implications

There are no policy implications applicable to this report.

Financial Implications

There are no direct financial implications associated with providing feedback.

However, the matters raised highlight the potential for significant unfunded financial liabilities for Local Governments if climate change responsibilities are not accompanied by appropriate funding mechanisms.

Strategic Implications

This matter aligns with Council's advocacy role in ensuring that:

- Responsibilities imposed on Local Government are appropriately funded; and
- Service delivery remains sustainable and equitable for the community.

Risk Implications**Financial Risk:**

Exposure to unfunded or underfunded climate-related responsibilities may place pressure on Council's financial sustainability.

Operational Risk:

Additional responsibilities without adequate staffing and resources may impact Council's ability to deliver core services.

Reputational Risk:

Failure to meet expectations regarding climate action due to resource constraints may impact community and stakeholder perceptions.

10. REPORTS – CORPORATE SERVICES

10.1 Audit, Risk and Improvement Committee

| | |
|-----------------------------|--|
| Author: | David Bentley, Deputy Chief Executive Officer |
| Location: | N/A |
| File No: | |
| Voting Requirements: | Absolute Majority - 4 Elected Members required to vote in favour |
| Attachments: | 10.1 Attachment 1 – Terms of Reference Audit, Risk and Improvement Committee |

OFFICER RECOMMENDATION

That Council:

1. **disbands the Audit Committee;**
2. **forms the Audit, Risk and Improvement Committee pursuant to section 7.1A of the *Local Government Act 1995*;**
3. **adopts the Terms of Reference for the Audit, Risk and Improvement Committee as provided at Attachment 1;**
4. **appoints the following members to the Audit, Risk and Improvement Committee in line with the Terms of Reference, with terms expiring 16 October 2027:**

Independent Chair: _____

Deputy to the Independent Chair: _____

Three Councillors: _____

5. **sets the sitting fee payable to independent members of the Audit, Risk and Improvement Committee as \$105 per meeting.**

Purpose

Council is required to form an Audit, Risk and Improvement Committee and to create the appropriate governance structure to support the new Audit, Risk and Improvement Committee.

Background

On 1 January 2026, reforms to the *Local Government Act 1995* were assented to requiring local governments to form an Audit, Risk and Improvement Committee within six months. These reforms aimed to increase the remit of existing Audit Committees to have more responsibility for a local government's financial and risk management performance.

These reforms have been foreshadowed by the State Government for some time, with many local governments, including the Shire of Kent, taking proactive measures to implement some of the reforms that were known to be introduced prior to 1 January, such as appointing an independent chairperson.

Comment

The function of an Audit, Risk and Improvement Committee is enshrined in regulation 16 of the *Local Government (Audit) Regulations 1996*:

16. Functions of audit, risk and improvement committee

An audit, risk and improvement committee has the following functions —

- (a) *to receive and review reports on, and recommend to the council actions to be taken in relation to —*
 - (i) *audits under Part 7 of the Act; and*
 - (ii) *compliance audits; and*
 - (iii) *reviews under regulation 17;*

- (b) *to otherwise receive and review reports on the appropriateness and effectiveness of, and recommend to the council improvements to, the local government’s systems and procedures in relation to —*
 - (i) *financial management; and*
 - (ii) *legislative compliance; and*
 - (iii) *risk management;*

- (c) *to receive and review reports on, and recommend to the council improvements to, the implementation of any actions that the local government —*
 - (i) *is required to take under section 7.12A(3); and*
 - (ii) *has stated it has taken or intends to take in a report prepared under section 7.12A(4)(a); and*
 - (iii) *has otherwise decided to take in response to a report or recommendation referred to in paragraph (a) or (b); and*
 - (iv) *has stated it has done or proposes to do in written advice prepared under section 8.6(1)(a) or 8.23(4)(a);*

- (d) *any other function conferred on the audit, risk and improvement committee under these regulations or another written law.*

As section 7.1A(2)(b) of the *Local Government Act 1995* prohibits an employee from nominating a person to sit on the Audit, Risk and Improvement Committee, the officer’s recommendation does not make a suggestion or comment as to who should be on the Committee and it is up to the Council to move an amendment during the Council meeting. Officers can make no comment on who should be appointed to the Committee during the meeting to ensure there is no risk of non-compliance.

Statutory Implications

Local governments are required to establish an audit, risk and improvement committee pursuant to section 7.1A of the *Local Government Act 1995*:

7.1A. Establishment of audit, risk and improvement committee

- (1) *A local government must establish a committee of its council under section 5.8 to be called the audit, risk and improvement committee.*

- (2) *The following provisions apply in respect of the membership of the audit, risk and improvement committee —*

- (a) *an employee of the local government is not to be a member;*
 - (b) *no member is to be nominated by, or is to be appointed to represent, any employee of the local government;*
 - (c) *section 5.10(1)(b) does not apply.*
- (3) *The presiding member of the audit, risk and improvement committee cannot be a council member of the local government or of any other local government.*
- (4) *Any deputy presiding member of the audit, risk and improvement committee cannot be a council member of the local government or of any other local government.*

7.1B. Deputy of presiding member or of deputy presiding member

- (1) *The local government must appoint a person under section 5.11A to be a deputy of the presiding member of the audit, risk and improvement committee.*
- (2) *In addition to the requirement of section 5.11A(2)(c), the deputy of the presiding member cannot be a council member of any other local government.*
- (3) *If section 5.14 applies to a meeting of the audit, risk and improvement committee, the committee members present at the meeting must choose the deputy of the presiding member, if present, to preside at the meeting.*
- (4) *If the local government appoints a person under section 5.11A to be a deputy of the deputy presiding member of the audit, risk and improvement committee, in addition to the requirement of section 5.11A(2)(c), the appointed deputy cannot be a council member of any other local government.*

Policy Implications

There are no policy implications applicable to this report.

Financial Implications

The Shire of Kent must introduce a sitting fee for an independent member of an Audit, Risk and Improvement Committee in accordance with the *Local Government Chief Executive Officers and Elected Council Members Determination No 1 of 2025* (excerpt provided below). Currently, for all four local government bands, the minimum is \$105 and maximum is \$1,215 per meeting. The officer recommendation provides the minimum payment; however Council may resolve to increase this provided sufficient consideration is given to the budgetary impact to increasing these fees.

6.4 Meeting attendance fees for Independent Audit, Risk and Improvement Committee members – per meeting

1. *In accordance with section 5.100(1)(b) of the LG Act, the fee payable by a local government or regional local government council to an Independent Audit, Risk and Improvement Committee (ARIC) Member (whether Presiding Member, Deputy Presiding Member, Deputy Member or Member) for attendance at an ARIC*

meeting must be set within the range provided in table 8A. The fees provided in table 8A are exclusive of superannuation. Local government bodies should seek their own professional advice in regard to whether or not independent committee members are to be paid superannuation.

2. The range in table 8A is provided to enable local governments to appropriately compensate independent ARIC members depending on the skills and expertise required to undertake the roles. The local government must resolve that the fee represents value for money. The State Government's Audit and Financial Advisory Services Common Use Agreement ([CUAFA2024](#)) may be used as guide.

Table 8A: per meeting fees for independent ARIC members – local government and regional local governments

| Independent ARIC per meeting fees | | |
|--|--------------------------------|------------|
| Bands | Independent ARIC Member | |
| 1-4 | <i>Min</i> | <i>Max</i> |
| | | \$105 |

3. In accordance with sections 5.100(4), (5) and (6) of the LG Act, an independent ARIC member can be reimbursed for attending ARIC meetings.
4. The extent to which an independent committee member can be reimbursed for expenses attending ARIC meetings is the actual travel and associated costs incurred by the independent member demonstrated to the satisfaction of the local government.

Strategic Implications

Community Strategic Plan 2023 - 2033

Civic Leadership Strategic Priorities – Proactive and well governed Shire

Risk Implications

The Shire of Kent must reform its Audit Committee as the Audit, Risk and Improvement Committee or risk non-compliance with the *Local Government Act 1995* and *Local Government (Audit) Regulations 1996*.

10.2 Monthly Financial Report to 31 March 2026

| | |
|-----------------------------|---|
| Author: | Jenni Dolan, Finance Coordinator |
| Location: | N/A |
| File No: | FIN.283 |
| Voting Requirements: | Simple Majority - More than half of Elected Members present required to vote in favour |
| Attachments: | 10.2 Attachment 1 – Monthly Financial Report to 31 March 2026 10.2 Attachment 2 – Capital Expenditure Snapshot |

OFFICER RECOMMENDATION

That Council receive the Monthly Financial Reports to 31 March 2026 as presented at Attachment 1.

Purpose

In accordance with the Local Government (Financial Management) Regulations 1996, to follow is the presentation of the Monthly Financial Reports to Council.

Background

Monthly Financial Reports are to be presented to Council and are to be received by Council resolution.

Comment

The Monthly Financial Reports as presented indicate that Council continues to be in a sound financial position

Overview

Presented to Council is the March monthly report stating the financial position of the Shire with 75% of the year completed. Noted in the Statement of Financial Activity is a current surplus of \$3,432,283. Reflected in the report is the operating revenue, which sits just below the year-to-date (YTD) budget estimate by 0.34%, and accounts for 85.9% of the adopted full-year budget estimate. Operating expenditure sits below the YTD budget estimate by 18.6%, and accounts for 51.9% of the adopted full-year budget estimate.

Long Term Financial Plan (LTFP)

This month we welcomed Martin from LG Corporate Solutions to the Shire to engage in LTFP discussion with executive and financial staff. This proved a valuable exercise for all involved, the draft LTFP is anticipated to be ready for feedback in May.

Capital expenditure

The budget review saw the approval of some adjustments to the capital works budget. The major changes included the addition of 2/3 Gaby Street refurbishments and removal of most of the funding budgeted against the Nyabing Pavilion, resulting in an overall decrease for Land and Buildings. Minor adjustments across the plant replacement plan also resulted in an overall decrease for Plant and Equipment. The Capital Expenditure Snapshot (Attachment 2) has been updated with the values after budget review and provides an overview of the capital works to date.

Next month

Budget preparations for 2026/27 will continue in April, and will include a review of key fees and charges including caravan park fees and water charges. The Office of the Auditor General have appointed Lincolns as our auditors once again this year. Our on-site interim audit will be conducted over two days with Lincolns representatives attending the Shire office to work with the finance team.

Note 3 of the Financial Report provides a full listing and explanation of all items considered of significant variance.

Statutory Implications

Local Government Act 1995 – Section 6.4

Local Government (Financial Management) Regulations 1996 – Clause 34 and 35

Policy Implications

Policy 3.1 Accounting Policies

Objective: To provide the basis for Council's accounting concepts and reporting guidelines.
To maintain accounting reporting procedures which comply with Statutory Requirements and to demonstrate Council's financial position.

Financial Implications

Ongoing management of Council funds.

Strategic Implications

Community Strategic Plan 2023 - 2033

Civic Leadership Strategic Priorities – Proactive and well governed Shire

Risk Implications

Nil.

10.3 Schedule of Accounts Paid to 31 March 2026

| | |
|-----------------------------|--|
| Author: | Jenni Dolan, Finance Coordinator |
| Location: | N/A |
| File No: | FIN.279 |
| Voting Requirements: | Simple Majority - More than half of Elected Members present required to vote in favour |
| Attachments: | 10.3 Attachment 1 – Schedule of Accounts Paid, Including Corporate and Fuel Cards for March 2026 |

OFFICER RECOMMENDATION

That Council endorse the payments from the Municipal Fund and Trust Fund for the period ending 31 March 2026.

| | | |
|--------------------------------|-----------|-------------------|
| Municipal Fund (Fee) | \$ | 15,052.65 |
| Municipal Fund (EFT) | \$ | 739,378.74 |
| Municipal Fund (Cheque) | \$ | 480.00 |
| Municipal Fund (Direct Debits) | \$ | 24,304.49 |
| Trust Fund | \$ | 0.00 |
| TOTAL | \$ | 779,215.88 |

Purpose

Council endorsement of payment to Creditors under CEO Delegated Authority 2.1.2.

Background

Details payments made to creditors since last Council Meeting.

Comment

The Schedule of Accounts Reports as presented, indicate that Council continues to be in a sound financial position.

Regulation 13 of the *Local Government (Financial Management) Regulations 1996* states that only the following information is to be reported to Council and form part of the public minutes:

- a) the payee's name;
- b) the amount of the payment;
- c) the date of the payment; and
- d) sufficient information that identifies the payment.

Statutory Implications

Local Government Act 1995 – Section 6.4

Local Government (Financial Management) Regulations 1996 – Part 2 – Regulation 11, 12 and 13.

Policy Implications

Policy 3.1 Accounting Policies

Objective: To provide the basis for Council’s accounting concepts and reporting guidelines.
To maintain accounting reporting procedures which comply with Statutory Requirements and to demonstrate Council’s financial position.

Financial Implications

Ongoing management of Council funds.

Strategic Implications

Community Strategic Plan 2023 - 2033

Civic Leadership Strategic Priorities – Proactive and well governed Shire

Risk Implications

Nil.

11. REPORTS – INFRASTRUCTURE SERVICES

11.1 10- Year Capital Roadworks Program

| | |
|-----------------------------|--|
| Author: | Christie Smith, Chief Executive Officer |
| Location: | N/A |
| File No: | FIN.305 / ROA.876 |
| Voting Requirements: | Simple Majority - More than half of Elected Members present required to vote in favour |
| Attachments: | 11.1 Attachment 1 – 10-Year Capital Roadworks Program |

OFFICER RECOMMENDATION

That Council:

- 1. Adopts the 10-Year Capital Roadworks Program as presented; and**
- 2. Notes that the Program is a working document, to be reviewed and updated annually as part of the budget and asset management processes.**

Purpose

To seek Council’s adoption of a 10-Year Capital Roadworks Program to guide the planning, prioritisation and delivery of road infrastructure works across the Shire.

Background

Council has recently adopted a revised Road Hierarchy to better define the function and priority of the Shire’s road network. In alignment with this, a 10-Year Capital Roadworks Program has been developed to provide a structured and strategic approach to future road investment.

The development of a long-term roadworks program was identified as a key performance indicator (KPI) for the Chief Executive Officer and forms part of Council’s broader commitment to improved asset planning and financial sustainability.

Comment

The proposed 10-Year Capital Roadworks Program has been prepared using Council’s adopted Road Hierarchy, ensuring that investment is aligned with road function, usage and strategic importance.

The program is intended to be a working document, subject to annual review and amendment as new data, funding opportunities and priorities emerge.

Key assumptions underpinning the program include:

- Anticipated receipt of Tranche 5 SLRIP funding for Fence Road;
- Use of present-day cost estimates across the full 10-year period (noting these will vary over time due to inflation and market conditions);
- Continued collection and analysis of road condition and usage data across Regional Distributor, Local Distributor (A & B), and selected Access (A) roads, which may inform future reprioritisation;
- Existing Roads to Recovery funding allocations are confirmed through to 30 June 2029, with projections beyond this date based on historical funding trends and reasonable assumptions.

It is acknowledged that external funding programs, changing asset conditions, and evolving community needs may impact the delivery of the program over time. As such, flexibility has been built into the framework to allow for adjustments as required.

Statutory Implications

Nil direct statutory implications.

The program supports Council's obligations under the *Local Government Act 1995* to manage its assets effectively and sustainably.

Policy Implications

Aligns with Council's adopted Asset Management framework and Road Hierarchy.

Financial Implications

The program provides indicative capital expenditure over a 10-year period based on current cost estimates.

It should be noted that:

- Costs are based on present-day rates and do not account for future escalation;
- Funding assumptions, particularly beyond confirmed programs (e.g. Roads to Recovery post-2029), are estimates only;
- These figures will be utilised in the Long Term Financial Plan currently under review;
- Delivery of the program will remain subject to annual budget considerations and external funding availability.

Strategic Implications

The program aligns with Council's Strategic Community Plan objectives relating to:

- Provision and maintenance of safe and efficient transport infrastructure;
- Long-term financial sustainability;
- Improved asset management and service delivery.

Risk Implications

Key risks include:

- Funding uncertainty, particularly reliance on external grant programs such as SLRIP;
- Cost escalation over time impacting deliverability of identified projects;
- Changing asset condition data leading to reprioritisation of works;
- Community expectations not aligning with programmed works.

These risks are mitigated through the program being a living document, subject to annual review and adjustment.

12. REPORTS – REGULATORY SERVICES

Nil.

13. ELECTED MEMBERS' MOTION OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil.

14. NEW BUSINESS OF AN URGENT NATURE AGREED TO BY A RESOLUTION OF COUNCIL**15. MATTERS BEHIND CLOSED DOORS****OFFICER RECOMMENDATION / PROCEDURAL MOTION**

That Council

- 1. at x:xxpm, proceed behind closed doors for item 15.1; and**
- 2 notes the following for inclusion in the minutes of the meeting as required by section 5.23(8) of the *Local Government Act 1995*:**
 - (a) the decision made as an outcome to item 15.1 will be recorded in the minutes of the meeting;**
 - (b) this decision to proceed behind closed doors is made pursuant to section 5.23(4)(b) of the *Local Government Act 1995*;**
 - (c) not applicable;**
 - (d) not applicable;**
 - (e) the information contained in the report contains information relating to the personal affairs of an outstanding debtor. It also contains procedural information in relation to debt collection that if made public, could endanger the ability for the Shire of Kent to recover unpaid sundry debtors in accordance with the Shire's Revenue Collection Policy in the future;**
 - (f) the steps taken to ensure the meeting is closed for no longer than is required or authorised will be provided as a note in the minutes of the meeting;**
 - (g) there is no prescribed information contained in the *Local Government (Administration) Regulations 1996* relevant to this section.**

15.1 Debtor Write-off Request**PROCEDURAL MOTION**

That Council reopen the meeting to the public at x:xxpm.

16. MEETING CLOSED